

Headquarters
US Army Armor Center and Fort Knox
Fort Knox, Kentucky 40121-5000
4 June 2002

*Fort Knox Reg 10-2

Organization and Functions

DELEGATION OF AUTHORITY

Summary. This regulation outlines the delegation of duties by the USAARMC CG to the Chief of Staff, Garrison Commander, and other principal staff officers/directors. Functions and delegees, as currently identified, are provided. Legal limitations have been noted where applicable.

Applicability. This regulation applies to all units and activities stationed at Fort Knox.

Suggested Improvements. The proponent of this regulation is the Directorate of Resource Management. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Commander, USAARMC and Fort Knox, ATTN: ATZK-RM, Fort Knox, Kentucky 40121-5000.

<u>FUNCTION DELEGATED</u>	<u>AUTHORITY FOR DELEGATION</u>	<u>DELEGEE</u>	<u>REMARKS</u>
1. Respond to Congressional inquiries, which are argumentative in nature and are likely to result in several exchanges of communications (usually pertains to a disagreement with decision made at installation level).	AR 1-20, para 6-2b	AG	CG signs all sensitive inquiries and all inquiries originating from Kentucky Congressmen/Representatives.
2. Approve officer voluntary nonwaiver retirements	AR 600-8-24 Chapter 6, para 6-14	AG	Further delegation of this authority is not authorized.
3. Separation because of dependency or hardship.	AR 635-200, Ch 6, para 1-19j	AG	
4. Approve retirement applications officer/enlisted.	AR 635-200, para 1- 19i; AR 635-200, para 12-2	AG	

*This regulation supersedes Appendix A of USAARMC Reg 10-1, 30 March 1992

<u>FUNCTION DELEGATED</u>	<u>AUTHORITY FOR DELEGATION</u>	<u>DELEGEE</u>	<u>REMARKS</u>
5. Retention past EIS for continued health care and disability processing.	AR 635-200, para 1-24	AG	
6. Review and sign CAIG reports.	TRADOC Reg 385-2, App C,	Appointing authority of accident board or GO chosen by the approving authority	
7. Approval authority for permissive TDY, for 11-25 days for soldiers taking part in HRAP Program, in conjunction with house hunting.	AR 600-8-10, para 5-31	Brigade CDR	For IET soldiers being reassigned CONUS and who are approved for participation in HRAP.
8. Award Meritorious Service Medal.	AR 600-8-22, Table 3-2	Brigade CDR may disapprove or downgrade; CG only approves.	
9. Serves on the AFDCB.	AR 190-24, para 2-2b	CDR, LEC/PMO	CDR designate president and by position voting members of board.
10. Authority to order an honorable discharge under the provisions of Chapter 14, due to misconduct.	AR 635-200, para 1-19	CDRs Garrison, 3 ^d Recruiting Bde, 16 th Cav Regt, and 1 st Armor Tng Bde.	
11. Approve Commander's Annual Assurance Plan.	AR 11-2, para 2-2	CG	Cannot be further delegated.
12. Approve the Command Master Religious Plan	AR 165-1, para 14.4a(5)	CG	
13. Approve original classification authority. Assign original SECRET Classification authority to CDR, USAARMC.	AR 380-5, para 2-3	CG	Cannot be further delegated

<u>FUNCTION DELEGATED</u>	<u>AUTHORITY FOR DELEGATION</u>	<u>DELEGEE</u>	<u>REMARKS</u>
14. Approve valid flight requests for the Installation Commander and tenant commands/activities.	AR 95-1, para 3-6h	CG	Can be delegated
15. Appoint the Installation's Small and Disadvantaged Utilization Specialist.	AFARS 19.201(d)	CG	
16. Approve Recruiting Bonuses Relocation Bonuses and Retention Allowance	Memo, DAPE-CPE, 8 Nov 91 DOD Plans for Recruiting Bonuses, Relocation Bonuses and Retention Allowances	CG	Cannot be further delegated
17. Approve waiver for safety criteria contained in AR 385-63.	TRADOC Reg 385-2 (Change 1), 10 October 2000	CG	Cannot be further delegated.
18. Appointing authority for Centralized Accident Investigation, Ground (CAIG) boards.	TRADOC Reg 385-2, App C, para C-3b	CG	Cannot be further delegated.
19. Review and sign all Class A and B accident reports on DA Form 285, block 69.	TRADOC Reg 385-2, para 2-4b	CG/DCG	
20. Approve access of classified information by retired flag/general Officers.	AR 380-67, para 3-408b	CG or DCG	Cannot be further delegated.
21. Approve local purchase of VI equipment up to \$50,000 per item/system. Approval for local purchase of VI equipment \$50-\$100K requires TASA approval.	AR 25-1, para 7-7B	Ch, Tng Spt Ctr G3/DPTM	

<u>FUNCTION DELEGATED</u>	<u>AUTHORITY FOR DELEGATION</u>	<u>DELEGEE</u>	<u>REMARKS</u>
22. Approve family housing incidental improvement projects \$3,000 or less per dwelling unit per fiscal year (\$5,000 for dwelling units for work supporting exceptional family members).	AR 210-50, para 7-5; DAIM-FDH-F, 2 Nov 98, 1 st End ATBO-GH, 2 Dec 98, ATZK-OS, 30 Jun 99	Chief, Hsg	
23. Authority to select members to serve on formal boards convened under provisions.	AR 15-6, para 2-1a(4); AR 635-200, Chapter 14; AR 600-8-24, Chapter 4.	Chief of Staff	Further delegation not authorized.
24. Approve requests for reconsideration. (Suggester requests a previously disapproved idea be reviewed based on new documentation.)	AR 5-17, para 2-8	Chief of Staff	
25. Approve requests for reexamination. (Suggesters request review during their proprietary rights period of idea they believe was implemented without proper credit being given.)	AR 5-17, para 2-8	Chief of Staff	
26. Approve cash awards for adopted ideas from \$1,001 to \$10,000.	AR 5-17, para 7-10; Ltr, ATRM-MP, TRADOC, 29 May 92, subj: AIEP	Chief of Staff	
27. Approval for individual disbursement of Draper Armor Leadership award funds in excess of \$2500	FK Reg 672-4 Draper Armor Leadership Award SOP	Chief of Staff	
28. Approve wage survey appointing orders (appropriated fund).	OPM Operating Manual, Federal Wage System, para S5-5c(1)(a)	Chief of Staff	

<u>FUNCTION DELEGATED</u>	<u>AUTHORITY FOR DELEGATION</u>	<u>DELEGEE</u>	<u>REMARKS</u>
29. Approve administrative excusal of civilian employees for more than 59 minutes.	DOD 1400.25M SC 630.7.2	Chief of Staff/ Garrison CDR	
30. Forward job classification appeals through the servicing Civilian Personnel Advisory Center to independent review authority (appropriated fund employees).	DOD 1400.25M, SC 511.5.1	CPAC	
31. Approve disposal of nonfamily housing real property (buildings and other improvements) with an inventory cost of less than \$200,000 per building.	1 st End, ATBO-GP, TRADOC, 25 Sep 98 ATZK-OS Memo, 30 Jun 99.	DBOS	
32. Approve special issues of subsistence for training courses, experimental product testing, or incentive competitions.	AR 30-18, para 11-18a & 11-19	DBOS	
33. Approve charge sales of subsistence to authorized organizations (such as NAFL, commissaries, certain private organizations, and other non-DOD government departments).	AR 30-18, para 13-21 & 13-22a	DBOS	
34. Appoint person to witness disposal of subsistence items having potential sale value.	AR 30-18, para 15-6b	DBOS	
35. Appoint troop issue subsistence officer (TISO).	AR 30-18, para 4-2a	DBOS	Must appoint GS-7 or E7 or above

<u>FUNCTION DELEGATED</u>	<u>AUTHORITY FOR DELEGATION</u>	<u>DELEGEE</u>	<u>REMARKS</u>
36. Approve various construction and maintenance and repair projects.	AR 420-10, para 4-3 & 4-5; ATZK-OS Memo, 30 Jun 99; ATZK-CF Memo, 25 Aug 98; ATBO-GF Memo, 4 Nov 96.	DBOS	
37. Approve all fire reports, ACQ & T (AR) -1765.	AR 420-90, Chap 8, 10 Sep 97; ATZK-EH, 23 Mar 93	DBOS	
38. Approve restoration of family housing dwelling unit damaged by fire or natural disaster up to \$20,000.	DAIM-FDH-F, 2 Nov 98, 1 st End AATBP-GH, 2 Dec 98, Subj: Int Policy Chg, AFH M & R Limitations.	DBOS	
39. Approve Real Estate Report of Availability (special events, 48 hours or less).	Memo, ATBO-GP, TRADOC, 12 Apr 94, subj: Granting Use of Real Estate	DBOS	
40. Approve tenant maintenance, repair, or construction real property projects funded by tenants on installation regardless of fund source or method of accomplishment.	Memo, DAIM-FDF-B, DA, 12 Aug 94; 1 st End, ATBO-GM, TRADOC, 13 Sep 94; 2d End, ATZK-PWR, Oct 94; AR 420-10, Para 3-5, 15 Apr 97	DBOS	
41. Act on behalf of the Installation CDR in all matters pertaining to Exceptional Family Member Program (EFMP).	AR 608-75, para 1-25b(1), and Memo, ATZK-CF, 27 Aug 01, Subj: Delegation of Authority	DCFA	
42. Accreditation authority for Critically Sensitive Level 2, Automated Systems.	Thunderbolt Policy Memo 38-15, 20 Sep 01	DCG	Cannot be further delegated.

<u>FUNCTION DELEGATED</u>	<u>AUTHORITY FOR DELEGATION</u>	<u>DELEGEE</u>	<u>REMARKS</u>
43. Identify and designate historical properties at the Fort Knox installation and accept unconditional gifts of historical artifacts for the museum	AR 870-20, para 2-5b;	Dir, Patton Museum	
44. Approve Function and Service Bulletins.	AR 25-30, para 9-18 I	DOIM	
45. Accreditation authority for Critically Sensitive Level 3, Automated Systems.	Thunderbolt Policy Memo 38-15, 20 Sep 01	DOIM	
46. Serve as Commercial Activities CA program director for implementation of the CA program.	AR 5-20, para 1-4r(12)	DRM	
47. Certify Fiscal Year-End Financial Reports.	DFAS-IN 37-1, Paragraph 272403	DRM	CG may delegate to Dep CDR (incl civ equiv), Chief of Staff, or DRM. (Delegation must be written and accompany the report.)
48. Approve land disposal restriction notifications and certifications.	40 CFR, Part 268, Subpart M 268.7; DOD 4160.21-M, Chap 10, para f-3	DRMO-Knox/DBOS	
49. Approve manifests for the shipment of hazardous waste.	40 CFR, Part 262 Subpart B 262.23(a)(1); DOD 4160.21-M, chap 10 para f-3	DRMO-Knox/DBOS	
50. Approve BAS (separate rations for enlisted soldiers without family) members, and enlisted soldiers family members residing apart (i.e., unaccompanied soldiers).	DOD FMR, Chap 25-7; ALARACT Message 061-98	First Field Grade Officer in the soldier's chain of command	

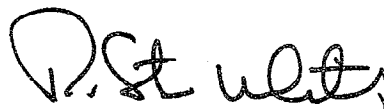
<u>FUNCTION DELEGATED</u>	<u>AUTHORITY FOR DELEGATION</u>	<u>DELEGEE</u>	<u>REMARKS</u>
51. Approve acceptance of gifts to NAFIs of \$5,000 or less.	AR 215-1, para 7-39e1	Fund Manager	Local CDR may approve \$5,001 to \$25,000
52. Approve Armed Forces Disciplinary Control Board (AFDCB) minutes.	AR 190-24, para 1-5c(4)	Garrison CDR	
53. Approve use of firearms in event of riot at Regional Correctional Facility (RCF) in absence of CG.	AR 190-47, para 11-5e	Garrison CDR	
54. Authorize restricted driving privileges (except in DUI case).	AR 190-5, para 2-11b	Garrison CDR	
55. Approve suspension/revocation of installation driving privileges.	AR 190-5, para 2-5	Garrison CDR	Designee not assigned primarily to Law Enforcement
56. Approval of GFOQ Six-Year Plans and Cost Reports.	AR 210-50, para 13-6, 2-11, 13-28	Garrison CDR	
57. Withdraw or deny quarters' privileges, and approval of exceptions to policy to remain in family housing and for retention of quarters.	AR 210-50, para.3-19/20	Garrison CDR	
58. Designation of Family housing for occupancy.	AR 210-50, para 3-4, 5-5, and 5-6	Garrison CDR	
59. Approve conversion and diversions of facilities except family housing, UPH, health care, storage and warehouse, chapels, guesthouse, and MWR facilities.	AR 210-50, para 5-5; memo, ATBO-GP, TRADOC, 1 Jul 94, subj: Conversion/ Diversion of Facilities	Garrison CDR	
60. Authority to approve out-of-cycle maintenance of Army family quarters.	AR 210-50, para 7-17	Garrison CDR	Does not appear that out-of-cycle paint is delegable below Installation CDR.

<u>FUNCTION DELEGATED</u>	<u>AUTHORITY FOR DELEGATION</u>	<u>DELEGEE</u>	<u>REMARKS</u>
61. Act on behalf of the Installation CDR Approving raffles	AR 215-1 para 8-19b	Garrison CDR	
62. Appoint NAFI Fund Managers	AR 215-1, para 5-6	Garrison CDR	
63. Appoint Single Fund Council members.	AR 215-1, para 5-8	Garrison CDR	
64. Approve local policy for patronage of MWR programs by guests.	AR 215-1, para 6-2 and Table 6-1	Garrison CDR	
65. Suspend, terminate or deny patronage privileges to MWR facilities/activities.	AR 215-1, para 6-2d	Garrison CDR	
66. Authorize waiver of overpayment to NAF employees (when administrative error has resulted in overpayment).	AR 215-3, para 3-23e	Garrison CDR	
67. Approve NAF acquisitions in the capacity stated in AR 215-4. <u>Note:</u> Approval authority for all CPMC Projects below \$500K is delegated to the MACOMs by AR 215-1, Para 10.7.a.	AR 215-4, 1-4b	Garrison CDR	This Paragraph specifically states further delegation is not authorized.
68. Approve the appointment of a NAF contracting officer.	AR 215-4, 1-7b.	Garrison CDR	
69. Approve NAF MWR maintenance and repair projects up to \$20K	AR 420-10, para 3-5; Memo, ATBO-GPR, TRADOC, 16 Jun 92; AR 215-1, ATZK-OS, 30 Jun 99, ATBO-GH, Memo, 22 Dec 98.	Garrison CDR	

<u>FUNCTION DELEGATED</u>	<u>AUTHORITY FOR DELEGATION</u>	<u>DELEGEE</u>	<u>REMARKS</u>
70. Approve Chapter 10 discharges in PCF cases involving only AWOL charges	AR 635-200, para 1-19(L)	Garrison CDR	
71. Serve as a nonvoting observer to the school board; convey command concerns to the board.	DODI 1342.25(6.1.2)	Garrison CDR	
72. Authority to divert family housing to unaccompanied personnel housing.	Memo, TRADOC, 7 Nov 97, subj: Diversion/Assignment Policy for Single Battalion Commander, AR 210-50, Para 5-5b.	Garrison CDR	
73. Review evidence in nondrunk driving cases and authorize suspension of driving privileges.	AR 190-5, para 2-6b	Garrison CDR/Mgr	Any officer whose primary duties are not Law Enforcement
74. Review evidence in drunk driving cases and authorize immediate suspension of driving privileges.	AR 190-5, para 2-6c	Garrison CDR/Mgr	Any officer whose primary duties are not Law Enforcement
75. Ratification of an unauthorized commitment up to \$25,000.	AR 215-4, para 1-24b	Garrison CDR/Mgr	
76. Issue & Control Certificates of Nonavailability for TDY Lodging and UPH (PP).	AR 210-50, para 3-36 and 37	Housing Mgr	
77. Hear evidence in cases where offender has requested full or partial restoration of suspended or revoked driving privileges.	AR 190-5, para 2-6	Installation Driving Review Board	

<u>FUNCTION DELEGATED</u>	<u>AUTHORITY FOR DELEGATION</u>	<u>DELEGEE</u>	<u>REMARKS</u>
78. Appoint members of the CPBAC for the Fort Knox Consolidated Chaplains' Fund.	AR 165-1, para 14.4c(3)	Installation Staff Chaplain	
79. Individual Reliability Program Certifying Official.	AR 190-56, para 3-5a	LEC/CDR	
80. Serve as the custodian for Draper Armor Leadership Award and Fund, and approve individual disbursements in support of the fund not to exceed \$2500.	FK Reg 672-4 Draper Armor Leadership Award SOP	OCOA	
81. Terminate POV registration or deny initial registration.	AR 190-5, para 3-4	Provost Marshal	
82. Approve travel expenses for Article 32 hearing civilian witnesses.	AR 27-10, para 5-12(b)	SJA	
83. Excuse members from courts martial before assembly.	Art 25(e), UCMJ; RCM 505 (c)(1)(B) i	SJA	
84. Approve payment of expert witness fees at courts-martial.	RCM 703(d)	SJA	
85. Approve Fiscal Year Training Plan for Civilians.	AR 690-400, Chap 410, Para 3-1g(1)-(3)	USAARMC Civilian Tng Committee	

The foregoing delegations are approved.



R. STEVEN WHITCOMB
Major General, USA
Commanding